

COMMUNICATION FROM CHAIR, PERSONNEL AND HIRING COMMITTEE and ORDINANCE FIRST CONSIDERATION relative to amending the Los Angeles Administrative Code (LAAC) in regard to Compensated Personal Time Off Benefits for Intermittent Employees Legal Holidays for Employees.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. ADOPT the accompanying ORDINANCE dated July 9, 2026, approved as to form and legality by the City Attorney, amending LAAC Sections 4.110.1 (Compensated Personal Time Off Benefits for Intermittent Employees) and 4.119 (Legal Holidays for Employees) to clarify that the eligibility requirement for working 500 hours may occur within or exceeding the six-month City service requirement, and in Subsection (m) of Section 4.119, to provide a reference to Subdivision 5 in Subdivision 2.
2. AUTHORIZE the Controller and the CAO to correct any clerical or technical errors in the above Ordinance.

Fiscal Impact Statement: The CAO reports that no costs are associated with the ordinance amending LAAC Sections 4.110.1 and 4.119, which provide clarifying language.

Community Impact Statement: None submitted

Summary:

On September 9, 2026, the Committee Chair considered an August 28, 2026 CAO report and Ordinance relative to amending the Los Angeles Administrative Code (LAAC) in regard to Compensated Personal Time Off Benefits for Intermittent Employees Legal Holidays for Employees. According to the CAO, the Ordinance submitted herein amends LAAC Section 4.110.1 (Compensated Personal Time Off for Intermittent Employees) to clarify existing City procedure that before being eligible to use accrued Compensated Personal Time Off the requirement to work 500 hours may occur within or exceeding the six-month City service requirement. Six months of City service do not have to be repeated if 500 hours were not worked within the initial six months of City service.

Likewise, the same clarifying language is added to LAAC Section 4.119 (Legal Holidays for Employees) to clarify existing City procedure that when qualifying for the unspecified holiday, the requirement to work 500 hours may occur within or exceeding the six-month City service requirement. Six months of City service do not have to be repeated if 500 hours were not worked within the initial six months of City service. In addition, LAAC Section 4.119, pertaining to a break in City service, is amended to reference Subsection (m) 5 that addresses returning to City employment after a break in City service. After consideration, the Committee Chair moved to recommend approval of the

recommendations contained in the CAO report. This matter is now forwarded to the Council for its consideration.

Respectfully Submitted,

Councilmember Tim McOsker, Chair
Personnel and Hiring Committee

COUNCILMEMBER VOTE

McOSKER: YES

RODRIGUEZ: ABSENT

SOTO-MARTINEZ: ABSENT

ARL

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-NOT OFFICIAL UNTIL COUNCIL ACTS-